

Jamesville-Dewitt All Sports Booster Club

MINUTES April 3, 2024

ATTENDEES: Brenda Ko, Nikki Laubenstein, Sue Smith, Susan Magari, Nancy Vigneault, Michelle Sobey, Nicole Virag, Marc Peterson, Jean Linkiewicz, Kristina Jordan, Sean McQuaid, Jim Gallagher, Fred Wheeler, Sheana Martin Zombek, Matt Murphy

1. INTRODUCTIONS - Brenda Ko

- Softball planning grand opening for Swing for the Fences event – checking to see who can attend; Marc, Sheena, Jean will be in attendance
 - Softball reports that they are 99.9% of the way there in their fundraising efforts!
- Brenda reports that the new signs for the concession stands are ready and can be picked up; one can be used as an indoor/outdoor sandwich board
- Health Inspection Reports: Had 3 Onondaga County health inspections – happy to report that there were no major violations
 - Lyndon had 0 violations; indoor concessions had 3 violations – no public health violations; one tote was on the floor, 1 hat violation, 1 cooler was missing a thermometer (all three were handled on the spot); 1 violation at the outdoor concession (upright warming closet had permanent staining on gaskets) – working on a solution
- Discussed the new equipment proposals: slushie machine and new tabletop warmer
- Motion: if the warmer that we already have in storage at Lyndon doesn't work, we will purchase a new small warmer for Lyndon (est. \$1,600) – all in favor
- Brenda also proposed a new tall warmer with wheels for the indoor stand (est. \$3,428)
- Will plan to borrow a slushie machine (currently at the Middle School) to see if it works and is worth considering purchasing
- Brenda plans to buy an industrial faucet for the outdoor stand to replace the small/insufficient faucet that's there

2. JAMESVILLE DEWITT ATHLETIC DIRECTOR'S REPORT – Fred

- Spring sports parent meeting is **this Friday, April 5th**, Brenda will do a short presentation and Kristina will present on iVolunteer; Nicole will set up a table to sell JD merch and solicit new volunteers for Booster Club
- There's a current proposal to add a Hudl camera at softball and baseball fields
- Fred looking for a Hall of Fame committee to help with details for May 11th HoF event

3. FINANCIAL REPORT - Marc Peterson

January totals

- \$38,993.03 available in Key Bank account
- \$17,169.84 total in restricted individual team account (Chase account)
 - \$1,850.00 of the total is used for concessions

- Marc presented new Booster Club individual team (account fundraising) accounting proposal. Proposal was distributed prior to the meeting so that Board members could review and come prepared with suggested edits.
- District wants to close Chase account, effective June 1st; getting coaches to spend down their existing funds in individual accounts and move all to the Key Bank account.
- Marc worked to set up tax deductible process for handling/holding funds that each team raises, with a goal to turn it back around to spend on the team in a timely manner; encouraging teams to have a Team Organizer and to plan to present fundraising to the Booster Club ahead of time for approval
- Aiming to get away from the Booster Club having to do record keeping/tracking and to have a way to safely handle cash/large amounts of income
- Fred proposes to wait on this and follow a model that's more like how other schools do it so that it gets away from the All Sports Booster Club handling anything with individual team fundraising.
- Marc, Brenda, and Fred will be meeting in a couple of weeks with Dr. Smith and business advisors to discuss changes
- Brenda proposed that this new way of handling accounting gets incorporated into the Booster Club bylaws (final proposal will be posted)
- Plan to vote on proposal at May meeting

4. **STANDING COMMITTEE REPORTS**

a. CONCESSIONS - Sue Smith/Brenda Ko

- Cleaning out Booster Club storage closet across from indoor concession stand – planning to clean out on **April 26th @ 9:30am**
- Fred is guessing that it could be another 2 weeks before the water gets turned on for concession stand use.

b. GEAR STORE

- Sean opening another JD spirit store in March; hoping to get the word out to the middle school also (*through Rainbow Lettering*); Sean plans to deliver orders to avoid high delivery charges. **Extending date until after the April 5th spring parent meeting.**

c. FUNDRAISING – Kristina; nothing new to report

d. MEMBERSHIP - Current open positions:

Sportsmanship position – 2 open positions
Membership – 1 open position
Concessions – 2 open positions
Volunteer Coord. – 2 open positions
Fundraising Activities – 2 openings
JD Gear – 1 open position

5. **OPEN FLOOR/Q&A**

- Brenda gave reminder that next month we need to vote on a new slate of board members; focus on open president and vice-president positions, and push to begin looking for people who will be interested
- Sheena volunteered to donate 20 cases of bottled water to the concession stand – marketing for their business – all approved!

ADJOURN - Meeting was adjourned at 9:00 pm. Next meeting: Wednesday, May 1st, at 7:30 pm.